Create a map all of the health professional shortage areas (HPSA) within a 10 mile radius from the federal qualified health center (FQHC) Health Care for the Homeless Project I located at 1436 Iron Street NW, Washington, D.C

You are an analyst working for the Health Care for the Homeless Project I in Washington, D.C. You would like to identify all of the health professional shortage areas within 10 miles of a particular facility, and print out a map of the results.

In this exercise, you will learn how to:

- Perform a Find query
- Select areas
- Create a buffer
- Export a table to Excel
- Print Out a Map

Locating the Health Care for the Homeless Project I FQHC on the map

- Start Explorer by clicking on the "PCSA Explorer and data downloads" button. The opening screen will appear, which is a map of the United States broken into eight regions.
- Click on the southeast states.

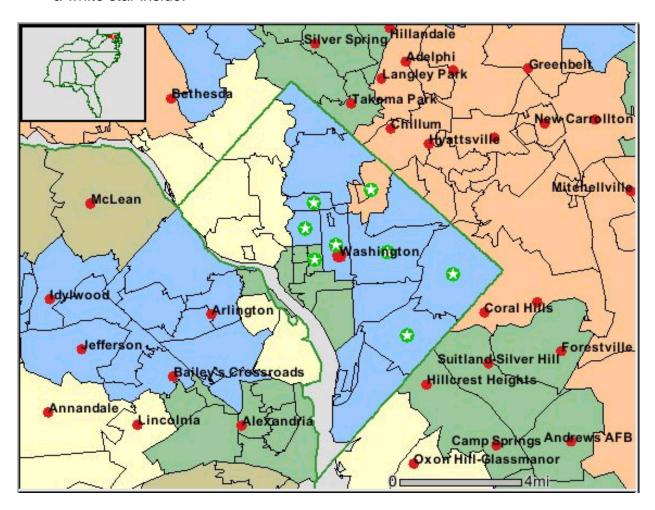


3. Click the Zoom in tool . Drag a box around the star representing Washington D.C. by positioning the cursor where you want one corner of the box to be, hold down the left mouse button, and drag the mouse until the box covers the area you want to zoom in on.

You can use the Pan Tool to move the map around until Washington D.C. appears in the middle of the map.

4. Make FQHCs visible by checking the Visible Box next to the layer. Then make FQHCs the active layer by clicking on the Active Button next to the layer. Click on the Refresh Map Button.

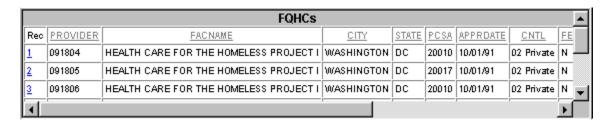
The map will re-draw, and FQHCs will be identified on the map as a green dot with a white star inside.



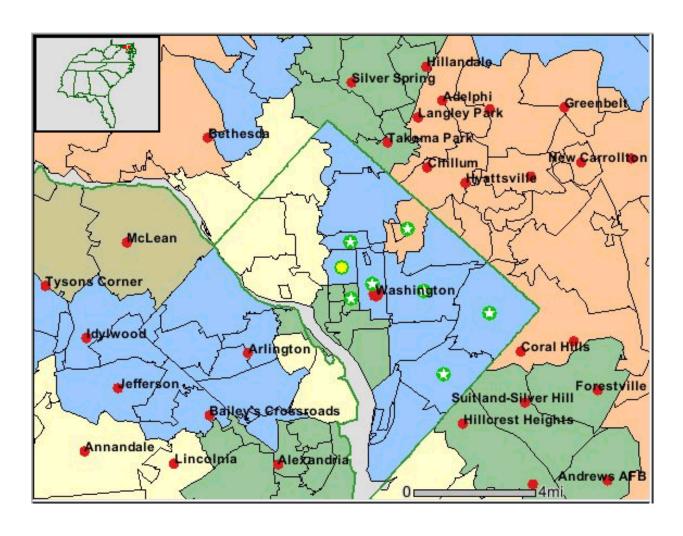
5. Click on the Find Tool . The find window will appear below the map window. Type in "HEALTH CARE FOR THE HOMELESS PROJECT I". The Find function is case sensitive, so be sure to use all caps.



6. Click on the Find String Button. The map will re-draw with all FQHCs named "Health Care for the Homeless Project I" highlighted in yellow, and a table will appear below the map window.



- 7. Scroll across the table until you find the FQHC located at 1436 Iron St. NW and record its provider number.
- 8. Click on the Find Tool, and type in the location's provider number 091808. Click on the Find String Button. The map will re-draw with just that location selected.



Create and export a table of health professional shortage areas within 10 miles of the facility.

Click on the Buffer Tool !! The buffer window will appear below the map window. 9. On the Highlight Features drop down menu, choose HPSAs. In the Miles window. type in 10. Finally, check the Display Attributes box. This lets Explorer know that you would like a table of the information found by the buffer.

The Set Units Button allows you to change the scale of both the map and the Buffer Tool to either feet, miles, meters, or kilometers. Click on the Set Units Button, select a unit from the Display Units drop down menu, then click on the Set Units button.



Selecting areas.

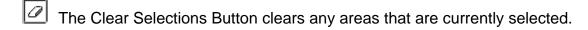
As you can see from the buffer tool window, you must first select an area or several areas in order to create a buffer. Besides selecting by using the Identify Button, the Find Tool, or the Query Tool, there are several selection tools available:



The Select by Line Tool allows you to draw a line or polygon on the map, and all of the areas within the polygon or touching the line are selected.

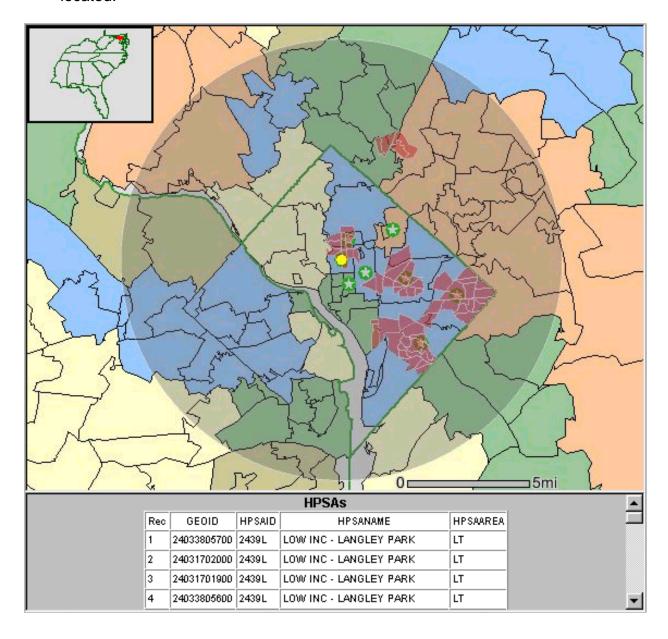


The Select by Polygon Tools allows you to draw a polygon on the map, and all of the areas within the polygon are selected.



10. Click on the Create Buffer Button. The map will re-draw to show a shaded circle around your FQHC, and a table of those HPSAs will appear below the map window. You may need to zoom out in order to view the full extent of the buffer.

To view the legend for the map, click on the Toggle between Legend and Layer List Button. The legend will appear in the window where the Layer List is located.



11. To copy the table into Excel (or another database program), highlight the table by moving your cursor over the left end of the table, hold down the right mouse button and drag the cursor to the right end of the table. After you have highlighted the table, press CTRL-C to copy the data. Open Excel and press CTRL-P to paste the data into Excel.

For a complete description of all of the field names, either click on any of the field names in the table or click on the Info. Button next to the HPSAs layer.

Printing out the map.

12. To print out your map, click on the Print Button . The print window will appear below the map window. Type in the title for the map, and click on the Create Print Page Button.



A new window will appear with the print layout. To print, click on print under the File Menu.

Before printing out the map, you may want to remove some layers from the map and add other layers to make the map easier for your audience to read. In the example below, city names and HPSAs were made visible, and ZIP Geog. was removed from the map. You can add highways, county lines, congressional districts, or census tracts by making those layers visible.

